SCHOOL ADMINISTRATOR RESIDENCY PROGRAM
FORMATIVE EVALUATION FORM

(To Be Completed by the Candidate's Mentor)

Candidate: _____

School District:_____

County: _____

Mentor: _____

Administrator Residency Program:_____

Date of Completion: Formative Evaluation #1 (FE#1) _____

Formative Evaluation #2 (FE#2)_____

Instructions:

Please fairly and objectively assess the candidate's progress and respond to the items below for each formative evaluation period.

Please base the evaluation on your work with the candidate in the residency program and the candidate's initial self-assessment, implementation of the individualized mentoring plan, and work aligned to the Professional Standards for Educational Leaders.

Your evaluation should include sufficient detail to capture any actionable feedback that you will provide the candidate as part of the formative evaluation process and to serve as official documentation that the evaluation occurred.

1) Please define the candidate's areas of strength:

| Formative Evaluation #1: |
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| |

| Formative Evaluation #2: |
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(2) Please describe any areas recommended for additional development and support:

| Formative Evaluation #1: |
| --- |
| |

| Formative Evaluation #2: |
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(3) Based on the above assessments, please describe any changes that need to be made to better support the candidate during the remainder of the residency period?

| Formative Evaluation #1: |
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| |

| Formative Evaluation #2: |
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| |

4) Additional comments:

| Formative Evaluation #1: |
| --- |
| |

| Formative Evaluation #2: |
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| |

**Candidate's Comments on FE#1**:

**Candidate's Signature**: _____**Date**_____

**Mentor's Response**:

**Mentor's Signature:** _____**Date** _____

**Candidate's Comments on FE#2**:

**Candidate's Signature**: _____**Date**_____

**Mentor's Response**:

**Mentor's Signature:** _____**Date** _____